



Code: 9165
Family: Public Safety
Service: Public Safety
Group: Police Service
Series: Police General Duty

CLASS TITLE: POLICE OFFICER (ASSIGNED AS DETECTIVE)

CHARACTERISTICS OF THE CLASS

Under general supervision, works for the benefit of citizens by protecting life and property from harm and maintains order. Enforces federal, state and municipal laws. Performs specialized investigative work as a detective and related duties as required

Positions assigned to this classification must maintain other requirements, knowledge, skills, and abilities for successful performance in the Police Officer class.

ESSENTIAL DUTIES

- Investigates complaints and incidents involving violent crimes, property crimes, and crimes committed against special victims
- Responds to incidents either assigned or observed to collect and compile evidence of crimes needed to identify and apprehend law violators
- Gathers relevant information at incidents by interviewing persons at the scene and directing department personnel in the preservation and collection of evidence to conduct a thorough preliminary investigation
- Gathers information from victims, witnesses, suspects, and other individuals who may have knowledge related to investigations through interviews, use of physical or photo lineup procedures, and collection of DNA samples
- Researches, obtains, and analyzes data and information related to investigations, such as results from evidence processing, telephone records, criminal histories, video recordings, etc., to develop leads or compile additional evidence
- Seeks to apprehend suspected law violators through the use of physical arrest procedures
- Works with patrol units on cases to actively pursue suspected law violators using search and containment methods
- Communicates by verbal, written, and electronic methods with persons within and outside the Department to complete work assignments
- Prepares written communications in English, compiles and maintains case files, and completes legal documents and standardized forms
- Complies with Department rules, regulations, and policies and all federal, state, and municipal laws that govern the activities of law enforcement officers
- Appears in court and presents testimony
- May be assigned to undercover investigative assignments

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Employment by the City of Chicago as Career Service Chicago Police Officer for at least two and a half (2.5) years, including completion of the probationary period (18 months) and service for an additional one (1) year as an active Career Service Chicago Police Officer

Licensure, Certification, or Other Qualifications

- Must have a valid State of Illinois driver's license at the time of hire
- Must be a resident in the City of Chicago at the time of hire
- Must have a valid Firearm Owner's Identification (FOID) card issued by the State of Illinois at the time of hire
- Must pass all examinations mandated by State Law to receive certification as a Peace Officer
- Must pass the examination procedures for the class of Police Officer (Assigned as Detective)
- Must maintain the ability to safely handle and use a Department approved firearm

WORKING CONDITIONS

- Detective facility environment
- Assignment anywhere within the boundaries of the City of Chicago
- Assignment Duty hours may be any time; Department operates twenty-four (24) hours a day, every day of the year, including weekends and recognized holidays
- Interaction with the public in a variety of situations
- Exposure to outdoor weather conditions including extreme weather situations
- Exposure to hazardous or life threatening situations
- May require travel outside the City of Chicago or State of Illinois

EQUIPMENT (including but not limited to)

- Computers and peripheral equipment (e.g., personal computer, computer terminals, mobile data computers)
- Two-way radio
- Cellular telephone
- Video and audio recording equipment
- DNA and GSR collection tools
- Handcuffs
- Personal defense weapons (baton, taser, handguns, rifle, shotgun, etc.)
- Specialized safety equipment (bulletproof vest)
- Transportation (car)

PHYSICAL REQUIREMENTS

- Using muscular force to lift, carry, drag, push or otherwise move objects using strength in one's arms, hands, back, shoulders and/or legs
- Using the necessary force to restrain a person when making an arrest

- Quickly bending, stretching, twisting, or reaching out with one's body, arms, and/or legs
- Standing for extended or continuous periods of time
- Sitting for extended periods of time
- Walking for extended periods of time
- Safely and lawfully operating automotive vehicles and associated equipment
- Hearing and recognizing the normal range of sounds in terms of loudness, pitch, tone, patterns or rhythms, or duration
- Remaining alert or vigilant and reacting to infrequent but important events or specific details within a stream of information (e.g., alarms, radio)
- Seeing detail at various distances (e.g., normal reading distance, beyond arm length) and reading ordinary/small print
- Must pass all phases of the selection process, including a medical evaluation, drug screen, and physical performance test

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Good knowledge of:

- *general powers and authorities of law enforcement officers, including public safety and security procedures and strategies to effectively enforce laws and protect lives and property
- *federal, state and municipal criminal and traffic laws and ordinances and related departmental policies, directives, and resources
- constitutional and other legal protections associated with investigative and interviewing processes
- evidence protection, recovery, and collection procedures and techniques
- notification requirements, systems, and procedures used for internal reporting and communication with external agencies
- processing of persons under Department control, including handling of special populations
- *practices and procedures used in community policing
- *geographical locations in the City of Chicago
- *traffic operations and City's street address grid
- *ground traffic control management

Knowledge of applicable City and department policies, procedures, and regulations

Skills

- *CRITICAL THINKING – Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems
- *COMPLEX PROBLEM SOLVING – Identify complex problems and review related information to develop and evaluate options and implement solutions
- *JUDGEMENT AND DECISION MAKING – Consider the relative costs and benefits of potential actions to choose the most appropriate one
- *ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making

- *RESOLVING CONFLICTS AND INFLUENCING OTHERS - Resolve disputes between groups and individuals; negotiate with others to influence behaviors, opinions; deal effectively with various members of the public; handle upset and injured victims, get people to cooperate
- *ORGANIZATIONAL AWARENESS AND COMMITMENT - Remain firm in one's allegiance to the Department's core values and faithful in pursuit of the Department's mission despite obstacles or opposition; follow Department policies and regulations and show support for their intent and value; demonstrate positive regard for the Department and personal role; show respect for members in positions of authority; work in a chain-of-command environment
- *SERVICE ORIENTATION – Actively look for ways to help people
- *SOCIAL PERCEPTIVENESS – Be aware of others' reactions and understand why they react as they do
- PERSUASION - Persuading others to change their minds or behavior

Abilities

- *COMPREHEND ORAL INFORMATION – Listen to and understand information and ideas presented through spoken words and sentences
- *PUBLIC SPEAKING - Make formal presentations before large or small audiences
- *SPEAKING – Communicate information and ideas in speaking so others will understand
- *ACTIVE LISTENING – Give full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times
- *COMPREHEND WRITTEN INFORMATION – Read and understand information and ideas presented in writing
- *WRITE – Communicate information and ideas in writing so others will understand.
- *MEMORIZATION – Remember information such as words, numbers, picture, and procedures
- *RECOGNIZE PROBLEMS – Tell when something is wrong or is likely to go wrong
- *REACH CONCLUSIONS – Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events)
- *MAKE DECISIONS AND SOLVE PROBLEMS – Analyze information and evaluate results to choose the best solution and solve problems

Other Work Requirements

- *ANALYTICAL THINKING – Analyze information and use logic to address work or job issues and problems
- *ATTENTION TO DETAIL – Pay careful attention to detail and thoroughness in completing work tasks
- *COOPERATION – Be pleasant with others on the job and display a good-natured, cooperative attitude
- *CONCERN FOR OTHERS – Demonstrate sensitivity to others' needs and feelings and be understanding and helpful on the job
- *SELF CONTROL – Maintain composure, keep emotions in check even in very difficult situations, control anger and avoid aggressive behavior
- *STRESS TOLERANCE – Accept criticism and deal calmly and effectively with high stress situations
- *PERSISTENCE – Persist in the face of obstacles on the job

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- *DEPENDABILITY – Demonstrate reliability, responsibility, and dependability and fulfill obligations
 - *INITIATIVE – Demonstrate willingness to take on job challenges
 - *INTEGRITY – Be honest and avoid unethical behavior
 - *ADAPTABILITY/FLEXIBILITY – Be open to change (positive or negative) and to considerable variety in the workplace
 - *LEADERSHIP - Demonstrate willingness to lead, take charge, and offer opinions and direction
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All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
November, 2020